

**2022**  
**CITY OF HUDSON PARKS DEPARTMENT**  
**GENERAL PARK FEE INFORMATION**

**BURTON FIELD:**  
**GRANDVIEW PARK:**

See Athletic Field User Fees  
See Athletic Field User Fees

**LAKEFRONT PARK BANDSHELL**

<b>Hudson non-profit</b>	Per Day Fee	\$250.00	Tax Exempt certificate
	Security Deposit	\$300.00	
<b>Hudson for profit</b>	Single Daily Use Fee	\$500.00	
	Security Deposit	\$300.00	

**NOTE:** Large events do require a special event permit application and additional fees

**Lakefront Park Volleyball Court** \$ 20.00

**BOAT LAUNCH PARKING**

<b>Daily Fee:</b>	WI Resident	\$ 8.00	
	Non-WI	\$ 12.00	
<b>Season Pass:</b>	WI Resident	\$ 80.00	Application required
	Non-WI	\$120.00	Application required

**Per Season- Application required** **SAILBOAT MOORING FEE** \$575.00 Application required

**LARGE PAVILION RENTALS**

**PROSPECT PARK:**

City Resident	\$150.00
Non-City Resident	\$250.00
Tax Exempt (with certificate)	\$100.00

**WEITKAMP PAVILION:**

City Resident	\$150.00
Non-City Resident	\$250.00
Tax Exempt (with certificate)	\$100.00

**GRANDVIEW PARK PAVILION**

City Resident	\$150.00
Non-City Resident	\$250.00
Tax Exempt (with certificate)	\$100.00

**PROSPECT OVERLOOK/ WEDDINGS**

City Resident	\$75.00
Non-City Resident	\$125.00
Tax Exempt	With certificate, non-wedding \$70.00
Rehearsal Fee (per hour)	\$35.00

**LAKEFRONT PARK BANDSHELL WEDDINGS**

City Resident	\$200.00
Non-City Resident	\$400.00
Security Deposit	\$300.00
Rehearsal Fee (per hour)	\$ 50.00

**OTHER FEES**

Cancellation Fees	\$40.00
Special Service Charge	Additional tables or receptacles \$25.00

# City of Hudson Grandview/Burton User Fees

Facility use rental requests may be directed to:

Deb Andrews [dandrews@hudsonwi.gov](mailto:dandrews@hudsonwi.gov)

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Priority 6	Priority 7
Grandview per field	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$20.00/hr	\$30.00/hr
Grandview Scoreboards per field	N/C	N/C	N/C	N/C	N/C	\$10.00/hr	\$10.00/hr
Grandview Lights per field	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Grandview Field Marking per Field	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Burton Per Field	\$5.00/hr	\$5.00/hr	\$5.00/hr	\$5.00/hr	\$5.00/hr	\$15.00/hr	\$15.00/hr
Burton Field Marking per Field	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00

**Field Prep and Marking:** Additional fees added for field striping, lining, or other prep work. The cost for striping is \$50.00 per field. Users may chalk and/or strip grass fields but must be approved by Public Works staff.

Organizations will be invoiced at the end of each season based on scheduled times. Any discrepancies between the calendar and actual filed use may be challenged during the invoice period.

\*The fields are open for public use if they are not reserved or have been prepped for future use.

\* A single time user is exempt from submitting insurance documentation.

## Priority Classes

Highest priority is 1, lowest priority is 7.

### Priority 1

Hudson Adult Softball Association

### Priority 2

Hudson School District Athletic Director Scheduled Event(s)

### Priority 3

Hudson Boosters

### Priority 4

Other local non-profit youth sports organizations serving groups with 85% Hudson child/youth participation.

### Priority 5

Documented non-profit groups or organizations that reside in the City of Hudson.

### Priority 6

Documented non-profit groups or organizations with mailing address outside the City of Hudson.

### Priority 7

For-profit or commercial groups or organizations.

## Priority Class Required Documentation

### Priority 1 Required Documentation

- 1) Voided Check from Hudson Adult Softball Association (address:)
- 2) Certificate of Insurance with the "Insured" being a Hudson mailing address.

### Priority 2 Required Documentation

- 1) Credential demonstrating position held within the Hudson School District

### Priority 3 Required Documentation

- 1) Certificate of Insurance with the "Insured" being a Hudson mailing address.
- 2) Listed as a 501 (c) 3 on <https://501c3lookup.org/state/WI>
- 3) Certificate of Exempt Status issued by the Wisconsin Department of Revenue
- 4) IRS Form 990 showing tax exempt status and year of formation. <https://www.irs.gov/charities-and-nonprofits>

### Priority 4 Required Documentation

- 1) Certificate of Insurance.
- 2) Listed as a 501 (c) 3 on <https://501c3lookup.org/state/WI>
- 3) Certificate of Exempt Status issued by the Wisconsin Department of Revenue
- 4) IRS Form 990 showing tax exempt status and year of formation. <https://www.irs.gov/charities-and-nonprofits>

### Priority 5 Required Documentation

- 1) Certificate of Insurance.
- 2) Listed as a 501 (c) 3 on <https://501c3lookup.org/state/WI>
- 3) Certificate of Exempt Status issued by the Wisconsin Department of Revenue
- 4) IRS Form 990 showing tax exempt status and year of formation. <https://www.irs.gov/charities-and-nonprofits>

### Priority 6 Required Documentation

- 1) Certificate of Insurance.
- 2) Listed as a 501 (c) 3 on <https://501c3lookup.org/state/WI>
- 3) IRS Form 990 showing tax exempt status and year of formation. <https://www.irs.gov/charities-and-nonprofits>

### Priority 7 Required Documentation

- 1) Certificate of Insurance

## Policies

### Field Allocation Process:

- 1.) Field requests will be processed beginning March 1.
- 2.) On March 1<sup>st</sup>, department staff will begin the allocation process of assigning Athletic Fields, dates, and times to various organizations based submitted requests and the priorities listed in this policy (See priority group classification). **It may not be possible to grant all requests.**
- 3.) Once allocations are determined by the department, they will not be changed during the season, except for rescheduling due to weather.
- 4.) **NO ONE TEAM MAY RESERVE A FIELD MORE THAN THREE DAYS/WEEK**
- 5.) If two or more organizations in the same priority level submit competing applications, allocations will be done via lottery.
- 6.) Once completed, calendars will be sent back to the organizations who received field time(s). For larger events such as tournaments where commitments must be made and published in advance, no priority displacement will occur.

### Cancellation Policy:

- 1) Cancellation form 14 days or more will not be charged.
- 2) Cancellation from 7-14 days will result in being charged 50% of the published rate.
- 3) Cancellation from 0-7 days will result in being charged 100% of the published rate.
- 4) **Cancellation due to weather will not be charged.**
- 5) The determination of whether or not to charge for a cancellation will be made by the City of Hudson.